

C O P Y

Approved For Release 2003/06/18 : CIA-RDP80B01676R004300060013ER 3-1877

18 August 1952

Dear General Eisenhower:

In accordance with the President's instructions that I provide you with information on the world situation similar to that which he receives each Friday morning, I suggest that the substance of these briefings in condensed form be bound in a folder, together with a very short summaries of current intelligence estimates, and delivered to you each week or ten days by an officer of this Agency. The reading time should not exceed fifteen minutes.

After you have read and any questions which occur to you have been answered, the officer can return the folder to me, since its contents are of a classified nature which must by law remain in the custody of an officer who is properly cleared for security. While you personally are so cleared, you should not be burdened with the responsibility of securing documents of this nature.

If the above is satisfactory, will you be good enough to have one of your personal assistants make up a tentative schedule of dates and places of delivery that will be convenient to you?

Faithfully,

/s/ Walter B. Smith

General Dwight D. Eisenhower  
Post Office Box 985  
Denver, Colorado

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C O P Y

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THE WHITE HOUSE  
WASHINGTON

December 31, 1952

TO The Secretary of State  
The Secretary of the Treasury  
The Secretary of Defense  
The Attorney General  
The Postmaster General  
The Secretary of the Interior  
The Secretary of Agriculture  
The Secretary of Commerce  
The Secretary of Labor  
Chairman, Atomic Energy Commission  
Director of Central Intelligence  
Chairman, Civil Service Commission  
Director, Federal Mediation and Conciliation Service  
Administrator, Federal Security Agency  
Administrator, General Services Administration  
Administrator, Housing and Home Finance Agency  
Director, Mutual Security Agency  
Administrator, Reconstruction Finance Corporation  
Administrator, Small Defense Plants Administration  
Director, Bureau of the Budget  
Director of Defense Mobilization  
Administrator, Economic Stabilization Agency  
Executive Secretary, National Security Council  
Chairman, National Security Resources Board

As you know, I have been trying to facilitate an orderly transition to the incoming Administration, and to that end I have asked that everyone in the Executive branch be helpful in every way possible to General Eisenhower's representatives.

I would appreciate it if you could let me have, not later than January 10, 1953, a brief report with respect to what has happened on this subject in your department or agency, covering such matters as materials you have prepared to aid the new administration; requests for assistance you have received from General Eisenhower's representatives; and conferences and other consultations held to smooth the transition.

*Harry Truman*